



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
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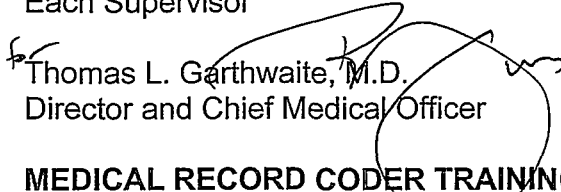
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January 4, 2006

TO: Each Supervisor

FROM:  Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

SUBJECT: **MEDICAL RECORD CODER TRAINING**

On August 30, 2005, the Board approved a contract with the East Los Angeles College for Medical Records Coder (MRC) training services and also directed the Department to report back on an implementation plan to provide MRC training services at educational institutions in the South Los Angeles area.

**CONTRACTING WITH EDUCATIONAL INSTITUTIONS IN THE SOUTH
LOS ANGELES AREA:**

The Healthcare Workforce Development Program (HCWDP) investigated the appropriate training programs to prepare entry-level and advanced medical record coders. The field is known as Health Information Technology (HIT), and can be offered by a college (for credit) or an organization approved by the American Health Information Management Association Council on Accreditation. The Commission on Accreditation of Allied Health Education programs in cooperation with the American Health Information Management Association Council on Accreditation publishes a current list of accredited programs (www.ahima.org).

On December 20, 2005, the Board of Supervisors approved an agreement with Drew University to offer an accredited Health Information Technology course for two groups of 30 DHS employees, one beginning in January 2006 and the second group starting in August 2006. The HIT part-time program is approximately 12 months in duration. With this new Drew University contract, HCWDP is now preparing a total of 110 DHS employees in basic Health Information Technology and 50 DHS employees in advanced HIT. HCWDP is working with the two college level accredited programs in Los Angeles County; Charles R. Drew University of Medicine and Science and East Los Angeles College. With the successful

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completion of the course of study and obtaining the certificate, these DHS employees will be eligible for promotion to work as full-time Medical Records coders.

If you have any questions or need additional information, please let me know.

TLG:ggc
509:004/s

c: Chief Administrative Officer
County Counsel
Executive Officer